



**Local Rules & Regulations of the
Fire Fighters' and Police Officers' Civil Service Commission
for the
City of Missouri City, Texas**



**Adopted by the Civil Service Commission
By Official Action Taken on August 30, 2021**

Last Revision Date: March __, 2022

RULE 22. COMPOSITION OF PROMOTIONAL ELIGIBILITY LISTS [§143.033; §143.036, TLGC]

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D. As authorized by §143.033(c), TLGC, in the event of a tie between applicants in an examination grade, the tie shall be broken by reference to the following criteria in the order listed below: *(Revised March __, 2022)*

1. Raw score on the examination itself;
2. Seniority within the rank currently being held;
3. Seniority within the department as a civil service employee;
4. Seniority within the City as an employee of the City.
5. Higher certification level:
 - a. For Fire Department civil service employees, the higher level of Structure Fire Protection Personnel Certification (Basic, Intermediate, Advanced, or Master) from the Texas Commission on Fire Protection, as determined by the fire fighter's personnel records on file with the City as of the date of the written examination;
 - b. For Police Department civil service employees, the higher level of Peace Officer Certification (Basic, Intermediate, Advanced, or Master) from the Texas Commission on Law Enforcement as determined by the police officer's personnel records on file with the City as of the date of the written examination;
6. By lot, through the following procedure:
 - a. A drawing of lots numbered 1 through 10 shall determine the positions of tied applicants on the promotional eligibility list.
 - b. The lots will be prepared by the Director and the drawing will be conducted by the Director.
 - c. The numbers of 1 through 10 shall be placed on individual papers (lots) in a container. The tied applicants will have an opportunity to inspect the lots prior to their placement in the container.
 - d. The tied applicants shall each draw one lot from the container. The tied applicant with the lowest employee identification number will draw first.
 - e. The tied applicants drawing lots shall be positioned on the eligibility list, with the tied applicant drawing the highest number positioned above all tied applicant(s) drawing lower number(s). The tied applicant with the next highest number would then be positioned on the eligibility list directly below the tied applicant who drew the

highest number. This process shall continue until all tied applicants are positioned on the eligibility list.

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